

Message

From: Suchomel, Bruce [Suchomel.Bruce@epa.gov]
Sent: 6/12/2017 7:14:59 PM
To: Shea, Valois [Shea.Valois@epa.gov]
CC: Minter, Douglas [Minter.Douglas@epa.gov]
Subject: RE: statement of work & updated topics list & time estimates
Attachments: IGCE_opt.2.xlsx

Valois,

Attached is our draft Independent Government Cost Estimate (IGCE). I used your estimated hours below to come up with the sorting of hours. Translating your days below to hours, I came up with a total of 450 contractor hours.

P4 0 hours. The highest professional level is not needed for this effort.

P3 80 hours. This level is needed by the contractor to finalize comments and provide their own supervisory review.

P2 185 hours. See below.

P1 185 hours. See below.

For P2 and P1 worker categories, I simply split the 370 hours of estimated effort to categorize comments from public hearing transcripts and written comments, and to sort through 10,000 emails to identify and sort the language that differs from the template.

I'll get feedback from Molly and Nancy back at HQ, too, on whether these worker categories are accurate, and whether I need to add some additional administrative costs in the IGCE.

Let me know if you have any comments, and I will plan to send this along with the other draft contracting documents Tuesday for comments.

Bruce Suchomel
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From: Shea, Valois
Sent: Thursday, June 08, 2017 3:46 PM
To: Suchomel, Bruce <Suchomel.Bruce@epa.gov>
Subject: statement of work & updated topics list & time estimates

Hours of work expected:

850 transcript pages and 200 pages of written comments = 1,050 pages to read and extract comments to be placed under topic categories.

Estimation of 5 pages an hour to read and categorize comments for 1050 pages = 210 hrs = **26.25 days** to categorize comments from public hearing transcripts and written comments.

20 days to sort through 10,000 emails (500 emails per day reviewed) to identify and sort out and language that differs from the template.

Add **10 days** to finalize comments document and go through supervisory review.

Valois

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